

## Detailed Design Review:

Detailed Design Review (DDR) can be submitted only after the Business Case (BC) has been submitted and approved. The majority of the DDR fields will be prepopulated with the BC fields previously entered. To ensure a complete DDR entry, this template provides a preview of the data entry fields and can be printed prior to entering in the Customer Portal.

**\*Approved Business Case Number:** (Select from drop down list of Approved Business Cases)

**Business Case Name:** (Auto-populates based on Approved BC selected)

**Name of Existing Solution** (Auto Populates when previously identified in the BC entry)

**Detailed Description:** (Auto-populates based on Approved BC selected)

**\*Business Criticality** (Auto-populates based on Approved BC selected, however it can be updated if needed)

**Audience** (Auto-populates based on Approved BC selected, however it can be updated if needed)

☐State    ☐Public    ☐Third Party

**Will this solution be internet facing?** (Auto-populates based on Approved BC selected, however it can be updated if needed)

**What is the data classification** (Auto-populates based on Approved BC selected, however it can be updated if needed)

**\*Where is the data/servers being housed**

On-Premise / Cloud / Hybrid

**\*Authentication (user store)** *Authentication addresses the topic of managing a user's password and user account information. Your system engineer can help answer this question.*

Application or Local Authentication / State ADFS / DE-SSO / Other / Not Applicable

**Additional people required to be notified about this request** (Auto-populates based on Approved BC selected, however it can be updated or names added if needed)

Please make sure to attach all Required Documents:

For more information on the ARB format please visit <https://dti.delaware.gov/information/ARBtemplates.shtml>

- Conceptual Network diagram in the ARB format
- Proposed Software list in the ARB format
- Proposed Data Dictionary in the ARB format (optional)

Attach documents by selecting the paperclip at the bottom of the Approval to Sign a Contract screen.